



Student Petition for an Exception to an Academic Policy

Please fill in the information requested and email the petition to your faculty advisor and to kcadacademicrecords@ferris.edu. The Dean of Academic Affairs and the Dean of Student Success will review your petition after your faculty advisor has submitted a statement on your behalf. They will then inform you, your faculty advisor and the Coordinator of Academic Records of their decision.

In an effort to reduce paper usage, we encourage you to complete and submit this form electronically. The date you email the form will be its date of submission.

1. Name: _____
2. Banner ID (student number): _____
3. Phone number: _____
4. Email address: _____
5. Faculty advisor: _____
6. Describe your request. Please be clear about why you are requesting an exception to academic policy (can attach a separate sheet if necessary). _____

7. Signature (you may sign electronically): _____
8. Faculty advisor statement (can attach a separate sheet if necessary):

Faculty advisor: Please submit completed form to the Dean of Academic Affairs.